

0288-77

9 September 1977

MEMORANDUM FOR: Chief, Logistics Services Division/OL

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FROM:

[REDACTED]
Executive Officer, DCI/NI

SUBJECT: Request for Executive Dining Room Account
for the Office of the Deputy to the DCI
for National Intelligence

1. This memorandum is to request that an Executive Dining Room Account be created for the Office of the Deputy to the DCI for National Intelligence.

2. It is part of the current drive to improve the quality of finished national intelligence for the managers of these intelligence products to avail themselves regularly of the expert advice available in the academic and business worlds. In implementation, consultants and other visitors from outside the Community will be invited to the Agency with some frequency to review our products in draft and to otherwise share their particular knowledge with the analysts in the Intelligence Community. It is clear that lunches and dinners at Headquarters will be a regular feature of this program. Since this business is office business, it seems only appropriate that the billing for these lunches and dinners should be to the office rather than to the individuals who may be hosts.

3. Because many of the attendees at these dinners will be Agency employees expected to pay for their own meals, would you please include in your billing to us duplicates of the chits for the meals consumed so that we in turn may recover the funds from Agency employees.

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